

# HARBOR SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

700 E. Bobier Ave. Vista, CA 92084

## REGULAR MEETING MINUTES

May 9, 2024

**4:30 p.m.**

700 E. Bobier Ave. Vista, CA 92084

*Our mission is to empower students by fostering their innate curiosity, engaging their parents, and promoting optimum learning by collaboratively developing a personalized learning program for each student.*

### Present:

|                                       |  |
|---------------------------------------|--|
| Marlene Darrow, Vice Chair            | Kathleen Hermsmeyer, Superintendent                      |
| Collin Harrison, Treasurer            | Tanya Rogers, Asst. Superintendent, Business             |
| Barbara BJ Heath, Secretary           | Amy Podratz, Asst. Superintendent, Admin. Operations     |
| Jennifer Mejares-Pham, Board Director | Natali South, Senior Director of Charter Relations       |
| Debbie Daniel, Board Director         | Sarah Adams, Senior Director of Student Services         |
| Justin Moldenhauer, Board Director    | Laura Banda, Director of Achievement & Assessment        |
|                                       | Kimberly Bagby, Principal, Vista Student Center          |
|                                       | Brynne Dukes, Principal, Otay Ranch Academy for the Arts |

- 1. Call to Order**
  - Ms. Mejares-Pham called the meeting to order at 4:36 p.m.
- 2. Action: Approval of Agenda**
  - Mr. Harrison moved to approve the agenda with the LCAP placed earlier on the agenda.
  - Mr. Moldenhauer seconded.
  - Vote: 6 Ayes: Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 1 Absent: Araiza; 0 Noes; Motion Adopted
- 3. Action: Approval of Minutes from March 7, 2024**
  - Ms. Darrow moved to approve the Minutes from March 7, 2024.
  - Ms. Heath seconded.
  - Vote: 6 Ayes: Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 1 Absent: Araiza; 0 Noes; Motion Adopted

4. **Action: Approval of Consent Agenda**
  - Ms. Heath moved to approve the Warrants and Personnel Action Report.
  - Ms. Daniel seconded.
  - Vote: 6 Ayes: Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 1 Absent: Araiza; 0 Noes; Motion Adopted
5. **Public Comment**
  - None
6. **Presentation/Activity: Student Spotlight - Orchid - Keys College and Career**
  - The board watched a video of Orchid, a Senior in our College and Career Pathways program. She expressed gratitude to Springs for providing a theater internship opportunity. Additionally, Orchid indicated that she is on track to earn the Seal of Biliteracy and has applied to Cal State Fullerton. With over 20 college units completed, she's explored a diverse array of subjects, including English, Math, Spanish, History, Art, and more.
7. **Information: Public Comment for Local Control and Accountability Plan (LCAP)**
  - Natali South declared the Public Comment Window open at 4:44 p.m. Amy Podratz reviewed the LCAP and provided information regarding each of the categories. No members of the public opted to make comments, and the Public Comment Window was closed at 5:08 p.m.
8. **Information: Superintendent's Report**
  - Dr. Hermsmeyer reviewed the Superintendent's Report and provided updates including CAASPP testing, status of the state's budget, and network-wide enrollment.
9. **Information: First Reading of Board Policy 5035.1 - Animals at School**
  - Sarah Adams reviewed the proposed policy regarding animals at school. The board requested a paragraph to be rewritten for better clarity. That change will be made, and the policy will be brought back to a future meeting for second reading and approval.
10. **Information: First Reading of Revised Board Policy 3003.1 - Credit Cards**
  - Tanya Rogers reviewed the proposed changes to our credit card policy. This policy will be brought back to a future meeting for second reading and approval.
11. **Information: First Reading of Revised Board Policy 3004.1 - Expense Reimbursement**

- Tanya Rogers reviewed the proposed changes to our expense reimbursement policy. This policy will be brought back to a future meeting for second reading and approval.

**12. Information: First Reading of Revised Board Policy 3006.1 - Travel**

- Tanya Rogers reviewed the proposed changes to our expense reimbursement policy. This policy will be brought back to a future meeting for second reading and approval.

**13. Action: Approval of Financial Update for 23-24**

- Ms. Darrow moved to approve the Financial Update for 23-24.
- Mr. Harrison seconded.
- Discussion: Tanya Rogers reviewed the financial update in preparation for the upcoming budget approval for 24-25. The 24-25 budget will be presented for approval at June's meeting.
- Vote: 6 Ayes: Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 1 Absent: Araiza; 0 Noes; Motion Adopted

**14. Action: Second Reading and Approval of Board Policy 4019.1 - Grants, Gifts, and Bequests Policy**

- Ms. Darrow moved to approve the Second Reading and Approval of Board Policy 4019.1 - Grants, Gifts, and Bequests Policy.
- Ms. Heath seconded.
- Discussion: Trevor Johnson reminded the board that this policy was submitted for first reading with no requested changes.
- Vote: 6 Ayes: Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 1 Absent: Araiza; 0 Noes; Motion Adopted

**15. Action: Approval of 2024-25 Consolidated Application for Funding**

- Ms. Daniel moved to approve the 2024-25 Consolidated Application for Funding.
- Ms. Heath seconded.
- Discussion: Trevor Johnson explained that this application allows us to submit a single application for multiple grant and funding opportunities.
- Vote: 6 Ayes: Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 1 Absent: Araiza; 0 Noes; Motion Adopted


**16. Board Comments**

- None

17.

**Action: Motion to Adjourn the Meeting**

- Ms. Darrow moved to adjourn the meeting at 5:55 p.m.
- Ms. Daniel seconded.
- Vote: 6 Ayes: Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 1 Absent: Araiza; 0 Noes; Motion Adopted

  
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BJ Heath, Secretary

June 6, 2024  
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Date